



KEEPING IT SAFE

Department of
LIQUOR CONTROL
www.montgomerycountymd.gov/dlc



Division of Licensure, Regulation and Education

Your License Renewal Date Is Approaching!
Renewal applications are mailed to all licensed facilities in late January.

- Applications for renewal of Alcoholic Beverage Licenses must be filed with the Montgomery County Department of Liquor Control Division of Licensure, Regulation and Education (LRE) between February 1 and March 31, 2011.
- All licenses to sell/serve alcohol in Montgomery County expire at 12:00 a.m. on May 1, 2011.
- Please don't wait until the last minute!! We encourage applications to be delivered in person no later than Thursday, March 31 to avoid running the risk of facing penalties (\$50 for each day overdue).
- Applications, if mailed in, should be addressed to the Montgomery County Department of Liquor Control, LRE Division, 16650 Crabbs Branch Way, Rockville, MD 20855. Applications must be postmarked by March 31st. Incomplete and returned applications are subject to late fees.
- A \$100 fee is required at the time of application submission (this is separate from the license fee). Please make checks out to Montgomery County, Maryland. Credit cards (Visa, Mastercard, American Express, Discover) are accepted in person.
- Current alcoholic beverage license number (not your DLC account #) is required on your application.
- Renewed licenses will be issued between April 18 and April 29, 2011. Please be reminded that licenses are not mailed out and must be picked up in person from the licensing office.
- All Beer, Wine & Liquor, Class B-K licensees are required by law to submit a notarized ratio affidavit indicating that at least a 50/50 sales ratio has been met; the gross alcoholic beverage sales are equal to or less than gross food sales. A "50/50" ratio is allowed, however, alcohol sales may not exceed food sales.

For more information on license renewals, contact the Licensing Office at 240-777-1999 or email dlc@montgomerycountymd.gov